



Arkansas Department of Human Services



Division of Child Care and Early Childhood Education Special Nutrition Programs/National School Lunch Program

P.O. Box 1437, Slot S-155 Little Rock, AR 72203-1437 501-682-8869 Fax 501-682-2334 TDD: 501-682-1550

MEMORANDUM

TO: National School Lunch Program (NSLP) Participants
School Breakfast Program (SBP) Participants
Special Milk Program (SMP) Participants

FROM: Shelia Bailey, Program Manager/5B
NSLP/SFSP

DATE: April 29, 2010

SUBJECT: 2010-2011 School Year - NSLP ONLINE APPLICATION

Effective May 1, 2010, you may go online and update your NSLP application for the 2010-2011 school year.

Update and submit your online application to SNP no later than **Friday, June 25, 2010**. After your application has been approved, an approval letter will be mailed to you. You may print a Certificate of Authority from the resource library if you have not been set up for online access or if the original person set up has left your LEA. The NSLP website is: <https://dhs.arkansas.gov/dccece/snp>

The NSLP training for **RCCIs** is **June 25, 2010**. The training for **SCHOOLS** is **July 30, 2010**. The training time is from 9:00 a.m. until 3:00 p.m. in DHS Conference Rooms A & B. Registration is from 8:30 until 9:00 a.m. Registration forms are due by June 1, 2010.

Please keep a copy of the registration form. It contains valuable information about our location and parking. It will also make it easier to make a change in attendees from your facility if needed.

If you need additional information regarding the on-line application or need your password reset, contact Diedra Bolden or Linda Pippins at (501) 682-8869 or 1 (800) 482-5850, ext 28869.

**REGISTRATION FORM FOR THE NATIONAL SCHOOL LUNCH PROGRAM
MANDATORY TRAINING**

(RCCIs June 25, 2010)

(Schools July 30, 2010)

9:00 A.M. - 3:00 P.M.

DHS CONFERENCE ROOMS A&B

AGREEMENT #: _____

The following people will attend:

_____ title: _____

_____ title: _____

_____ title: _____

_____ title: _____

Name of Facility:

Physical Address:

Mailing Address:

Telephone Number:

Fax Number:

Email Address:

The training session will be conducted in Little Rock at the Donaghey Plaza South building located at 700 Main Street. You may go online to mapquest.com or randmcnally.com to get directions to our facility from your location. Upon entering the building you will be required to show a photo I.D.

Please do not park at a meter. Early comers may use the Donaghey Plaza Parking Deck (use public parking entry) located directly across the street from DHS. Only the DHS parking deck tickets will be validated. The training will begin at 9:00 am. Registration is from 8:30 until 9:00 a.m. Please allow ample time for parking and security entry into the building, which requires approximately 20 minutes.

Return Registrations forms to: Special Nutrition Programs

Attn: Shelia Bailey

P.O. Box 1437, Slot S-155

Little Rock, Arkansas 72203-1437

or fax to: (501) 682-2334